City of Brunswick PLANNING COMMISSION



2005

Annual Planning Report

March 2006

BRUNSWICK PLANNING COMMISSION 2005 PLANNING REPORT

Approved March 27, 2006

Mayor

Carroll A. Jones

City Council

J. Brent Bell
Ron Bruchey (November – December)
James R. Castle (January – August)
Debbie Greenfield
Beth Johnson
Thomas L. Smith
Walt Stull

<u>City Administrator</u> <u>City Attorney</u>

David B. Dunn David A. Severn

Planning Commission

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Board of Appeals

Wayne Hawes, Chair Dawn Page, Vice Chair Barbara Jean Baker, Secretary Patricia O'Brien, Alternate

Staff

Richard L. Stup, Planning & Zoning Administrator
Jeffrey D. Love, Development Review Planner
Lisa R. Deener, Planning Assistant
Carole Larsen, Frederick County Planning Department/City Planning Liaison

Introduction

Article 66B of the Annotated Code of Maryland requires the Planning Commission to prepare an annual report which summarizes planning and development activity, analyzes its consistency with the Master Plan, and looks ahead to future planning issues.

The Brunswick Planning Commission was first established in 1963. The early Planning Commission members helped to prepare the City's first Master Plan, Zoning Ordinance, and Subdivision Regulations, which were adopted in 1967. The purpose of the Commission is to work to implement the Master Plan through the application of the Zoning Ordinance and Subdivision Regulations in development decisions, and to advise the Mayor and Council on a wide variety of matters relating to the physical development of the City, such as rezoning requests, annexations, and facilities planning. In 1998, the Planning Commission completed a comprehensive review and revision of the Brunswick Zoning Ordinance and began review of the City Subdivision Regulations, which was completed in 2000. The Design Manual for Public Improvements was approved by the Mayor and Council in 2000.

In 1999, the Mayor and Council of Brunswick established the Code Enforcement Specialist position under the supervision of the City Administrator and to assist the City Planning and Zoning Administrator with Zoning Enforcement. The duties of the Code Enforcement Specialist are to enforce nuisance codes established in the City Code of Ordinances as well as enforcing the Zoning Ordinance. Because of workload, the Zoning Enforcement Assistance is limited to site investigations and issuance of citations.

While the City administers the Subdivision Regulations and Zoning Ordinance, the authority for Building Permits & Inspection, Sediment & Erosion Control, Stormwater Management, Flood Plain Ordinance Administration & Enforcement, and Forest Resource Ordinance has been delegated to Frederick County. The City Planning and Zoning Office processes Zoning Certificates and development applications and is the local coordination agency for the delegated authority items. All Building Permits are reviewed and approved by Frederick County after issuance of the Zoning Certificate by the City.

Since the approval of the 1998 County Brunswick Region Plan, growth has steadily increased in the City. This has resulted in the necessity to expand the responsibilities of the City Planning and Zoning Office to include Public Works Administration and Water & Sewer Administration related to development. In 2004, the Planning and Zoning Office began processing of Temporary Dumpster Permits for dumpsters located on public areas, and Right-of-Way Obstruction Permits as part of the Public Works Administration provided by the Planning and Zoning Staff.

Also, due to problems associated with applicant compliance with City Requirements, the Planning and Zoning Office began issuance of the Use and Occupancy Permits for new and renovated building construction. This entailed receipt of the U&O Permit from County Permits & Inspection, processing, City Agency Coordinate, and inspection of the projects for final approval and issuance of the U&O Permit. Additionally, the Planning and Zoning Staff began providing routing and approval for the City of Building Permit Applications through the Frederick County Permitting System.

Population Growth

The estimated population for the City of Brunswick as of December 31, 2005, was 5,913 persons. This figure is based on the following formula:

5,697	(2004 population estimate as of December 31, 2004 (see 2004 City of Brunswick Annual Planning Report for more information))
$+ (80 \times 2.7) = 216$	(number of Use & Occupancy permits issued by the City of Brunswick for new residential units in 2005 X County's estimated occupancy rate of 2.7 persons per unit)
5,913	(2005 estimated population for the City of Brunswick)

This represents a 4% increase from the 2004 estimated population.

Zoning Certificate Activity

Total zoning certificates granted for 2005 were two hundred ninety-nine (299), which includes fourteen (14) submissions for revision to previously issued zoning certificates. Of the 299 zoning certificates granted, eighty-eight (88) were for new residential units, all of which were for homes in the Galyn Manor subdivision. (See Table 1 for details.)

Subdivision Activity

Two (2) Addition Plats and one (1) Preliminary Plan were filed in 2005 with one (1) of the Addition Plats pending action. (See Table 2 for details.)

Site Plan Activity

Six (6) Site Plans and one (1) Concept Plan were filed and processed in 2005. Three (3) of the Site Plans were pending action at the end of the year. (See Table 3 for details.)

Improvement Plan Activity

Eight (8) improvement plans were filed in 2005, with five (5) pending action at the end of the year. (See Table 4 for details.)

Use & Occupancy Permit Activity

Eighty (80) U&O Permits were issued in 2005. (See Table 5 for details.)

Zoning Ordinance Map Amendments

There were no requests for Zoning Map Amendments. (See Table 6 for details.)

Zoning Ordinance Text Amendments

Eight (8) Mayor and Council-initiated Zoning Ordinance Amendments were processed with all but one approved in 2005. (See Table 6 for details.)

Adequate Public Facilities Ordinance

There were no APFO Amendments. (See Table 6 for details.)

Master Plan

Two (2) requests were made to amend the Master Plan. One request proposed the addition of the "Heart of the Civil War Heritage Area" to the Master Plan as an Appendix, and the other request was to delete a proposed street extension from the Plan. (See Table 6 for details.)

Subdivision Regulations

Four (4) Mayor and Council-initiated Subdivision Regulation Amendments were processed and approved in 2005. (See Table 6 for details.)

Text Amendments

The Code of Ordinances was revised to amend the Water & Sewer Section, and the City established a Street and Alley System in 2005. (See Table 6 for details.)

Annexation

One (1) annexation request was made in 2005. Resolution 05-05 was processed and approved by the Mayor & Council to initiate the Annexation. However, the Annexation was not approved due to the Council failure to obtain four affirmative votes.

BR-ANNEX-05-01 MSHA R/W Burkittsville Rd. 11.21998 Acres

Board of Appeals Activity

One (1) request was submitted in 2005 for variances, which was pending action at the end of the year. (See Table 7 for details.)

Public Works Agreement/Maintenance Agreement Activity

Staff received two (2) Public Works Agreements for processing and approval in 2005. (See Table 8 for details.)

Deed of Easement Activity

Eight (8) Deeds of Easement were submitted and processed for approval in 2005, with two (2) pending at the end of the year. (See Table 9 for details.)

Guarantee of Improvement Activity

Three (3) Guarantees of Improvement for development were submitted and processed for approval in 2005. (See Table 10 for details.)

Entrance Permit Activity

The Planning & Zoning Staff processed and issued eighty-five (85) Entrance Permits. (See Table 11 for details.)

Temporary Dumpster Permit Activity

The City of Brunswick processed eleven (11) Temporary Dumpster Permits during this period. (See Table 12 for details.)

Right of Way Obstruction Permit Activity

Ten (10) requests were made for Right-of-Way Obstruction Permits in 2005. (See Table 13 for details.)

Guidelines/Policy/Procedure Activity

Staff drafted and processed for approval five (5) documents in 2005. One (1) was approved by the Planning Commission and Mayor and Council, one (1) was approved by the Planning Commission only, one (1) was approved by the Mayor and Council only, one (1) was administratively approved by the Mayor, and one (1) was approved by the Board of Appeals. (See Table 14 for details.)

Recommendations for Future Planning Projects

The Planning Commission did not recommend any planning projects for the City to consider.

TABLE 1--City of Brunswick Zoning Certificate Activity for 2005

<u>zc#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-04-224R		04/01/05	3	Terrace Ave.	Deck
BR-ZC-04-225R		04/01/05	7	Terrace Ave.	Deck
BR-ZC-04-225R2		04/01/05	7	Terrace Ave.	Int. Renovation
BR-ZC-04-304R		01/05/05	216	Maple Ave., North	Interior Renov. w/Half Bath
BR-ZC-04-312R		05/03/05	4	Jeffrey Ln.	Deck
BR-ZC-05-001		01/03/05	102	Fiona Way	Fence
BR-ZC-05-002		01/04/05	201	Petersville Rd.	Change of Use
BR-ZC-05-003		01/07/05	109	Sixth Ave.	Replace Damaged Ret-Wall
BR-ZC-05-005		01/11/05	407	Brunswick St.	Fence
BR-ZC-05-006		01/22/05	139	Fiona Way	Deck
BR-ZC-05-007		01/22/05	107	Galyn Dr.	SFD
BR-ZC-05-008		01/22/05	802	Fifth Ave.	SFD
BR-ZC-05-009		01/22/05	425	Potomac St., East	1st Floor Front Ext. Imp.
BR-ZC-05-010		01/22/05	163	Fiona Way	Deck
BR-ZC-05-011		01/22/05	810	Fifth Ave.	Deck

<u> 2C#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-05-012		01/22/05	825	Brunswick St.	Patio Room & Deck
BR-ZC-05-013		01/22/05	6	Jeffrey Ln.	SFD
BR-ZC-05-014		01/22/05	8	Jeffrey Ln.	SFD
BR-ZC-05-015		01/22/05	10	Jeffrey Ln.	SFD
BR-ZC-05-016		01/22/05	4	Rick Michael Way, East	SFD
BR-ZC-05-016R		05/03/05	4	Rick Michael Way, East	Deck
BR-ZC-05-017		01/22/05	2	Jeffrey Ln.	SFD
BR-ZC-05-018		01/22/05	9	Jeffrey Ln.	SFD
BR-ZC-05-019		01/22/05	7	Jeffrey Ln.	SFD
BR-ZC-05-020		01/22/05	802	H St.	SFD
BR-ZC-05-021		01/22/05	804	H St.	SFD
BR-ZC-05-022		01/22/05	810	H St.	SFD
BR-ZC-05-023		01/22/05	812	H St.	SFD
BR-ZC-05-024		01/24/05	419	A St., East	Replace Front deck w/ porch & Remove Rear Screen Porch
BR-ZC-05-025		01/24/05	100/	A Cummings Dr.	Upgrade Ex.Imp.
BR-ZC-05-026		01/24/05	312	D St., East	Fence
BR-ZC-05-027		01/24/05	312	D St., East	Deck

<u> ZC#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-05-028		01/25/05	810	E St., East	Found Repair, Int. Renov & Minor Yd Repair
BR-ZC-05-029		02/03/05	819	Potomac St., West	Inter Renov
BR-ZC-05-030		02/03/05	210	K St., East	Shed
BR-ZC-05-031		02/03/05	14	Fiona Way	Inter Renov
BR-ZC-05-032		02/08/05	604	Potomac St., West	Signs
BR-ZC-05-033		02/26/05	14	Jeffrey Ln.	SFD
BR-ZC-05-034		02/26/05	16	Jeffrey Ln.	SFD
BR-ZC-05-035		02/26/05	17	Jeffrey Ln.	SFD
BR-ZC-05-036		02/26/05	408	D St., East	Demo & replace Manufactured Home
BR-ZC-05-037		02/26/05	175	Fiona Way	Deck & Patio Room
BR-ZC-05-038		02/26/05	9	Rick Michael Way, East	SFD
BR-ZC-05-039		02/26/05	112	Galyn Dr.	SFD
BR-ZC-05-040		02/26/05	114	Galyn Dr.	SFD
BR-ZC-05-041		02/26/05	116	Galyn Dr.	SFD
BR-ZC-05-042		02/26/05	118	Galyn Dr.	SFD
BR-ZC-05-043		02/26/05	120	Galyn Dr.	SFD
BR-ZC-05-043R		03/21/05	120	Galyn Dr.	Addition

<u> 2C#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-05-044		02/26/05	2	Rick Michael Way, West	SFD
BR-ZC-05-045		02/26/05	119	Galyn Dr.	SFD
BR-ZC-05-046		02/26/05	117	Galyn Dr.	SFD
BR-ZC-05-047		02/26/05	115	Galyn Dr.	SFD
BR-ZC-05-048		02/26/05	113	Galyn Dr.	SFD
BR-ZC-05-049		02/26/05	111	Galyn Dr.	SFD
BR-ZC-05-050		02/26/05	109	Galyn Dr.	SFD
BR-ZC-05-051		03/07/05	824	Brunswick St.	Deck
BR-ZC-05-052		03/07/05	13	Brad Alan Dr.	Deck
BR-ZC-05-053		03/07/05	803	Fifth Ave.	Fence
BR-ZC-05-054		03/07/05	53	Concord Dr.	Int.Renov. & Deck
BR-ZC-05-055		03/14/05	503	E St., East	Fence
BR-ZC-05-056		03/21/05	5	Rick Michael Way, East	SFD
BR-ZC-05-057		03/21/05	3	Rick Michael Way, East	SFD
BR-ZC-05-058		03/21/05	1	Rick Michael Way, East	SFD
BR-ZC-05-059		03/23/05	169	Fiona Way	Deck
BR-ZC-05-060		03/24/05	13	E St., East	Fence

<u> ZC#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-05-061		03/30/05	29	Concord Dr.	Addition/Deck
BR-ZC-05-062		03/30/05	23	Jennifer Lynne Dr.	SFD
BR-ZC-05-062R		06/25/05	23	Jennifer Lynne Dr.	Revised SFD
BR-ZC-05-063		04/01/05	313-	- D St., East	Substitution of Non-Conforming Uses/ Voided BR-ZC-04-306
BR-ZC-05-064		04/05/05	317	Brunswick St.	Yard Sale
BR-ZC-05-065		04/06/05	317	Potomac St., East	Shed
BR-ZC-05-066		04/06/05	2 &	4 B St., East	Repair Existing Non-Conforming Structure
BR-ZC-05-067		04/11/05	21	J St., West	SFD
BR-ZC-05-068		04/11/05	27B	D St., East	Half of Duplex
BR-ZC-05-069		04/11/05	27A	D St., East	Half of Duplex
BR-ZC-05-070		04/25/05	52	Souder Rd.	Temporary Fireworks Stand
BR-ZC-05-071		04/25/05	209	Third Ave.	Deck
BR-ZC-05-072		04/25/05	20	Fiona Way	Deck
BR-ZC-05-073		04/26/05	210	Wintergreen Ln.	Yard Sale Sign
BR-ZC-05-074		04/26/05	206	Wintergreen Ln.	Yard Sale Sign
BR-ZC-05-075		04/26/05	525	Brunswick St.	Yard Sale Sign
BR-ZC-05-076		04/27/05	317	Maple Ave., North	Renovation

<u> 2C#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-05-077		04/27/05	15	Concord Dr.	Deck
BR-ZC-05-078		04/27/05	12	C St., East	Fence
BR-ZC-05-079		04/27/05	5	Evan Ct.	Fence
BR-ZC-05-080		04/29/05	118	Fiona Way	Deck
BR-ZC-05-081		04/29/05	155	Fiona Way	Deck
BR-ZC-05-082		04/29/05	736	Park Ave.	Deck
BR-ZC-05-083		05/02/05	21	Jennifer Lynne Dr.	SFD
BR-ZC-05-084		05/02/05	22	Jennifer Lynne Dr.	SFD
BR-ZC-05-085		05/02/05	27	Jennifer Lynne Dr.	SFD
BR-ZC-05-086		05/02/05	24	Jennifer Lynne Dr.	SFD
BR-ZC-05-087		05/02/05	29	Jennifer Lynne Dr.	SFD
BR-ZC-05-088		05/03/05	319	Potomac St., East	Deck
BR-ZC-05-089		05/03/05	510	Petersville Rd.	Renovation
BR-ZC-05-090		05/03/05	121	2 Petersville Rd.	Renovation
BR-ZC-05-091		05/03/05	211	Wintergreen Ln.	Temporary Dumpster
BR-ZC-05-092		05/03/05	110	H St., East	Shed
BR-ZC-05-093		05/04/05	18	Jeffrey Ln.	SFD

<u>zc#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-05-094		05/04/05	20	Jeffrey Ln.	SFD
BR-ZC-05-095		05/04/05	22	Jeffrey Ln.	SFD
BR-ZC-05-096		05/04/05	19	Jeffrey Ln.	SFD
BR-ZC-05-097		05//04/05	21	Jeffrey Ln.	SFD
BR-ZC-05-098		05/04/05	23	Jeffrey Ln.	SFD
BR-ZC-05-099		05/05/05	203	Maple Ave., South	Signage (Lollipop)
BR-ZC-05-100		05/06/05	208	K St., East	Shed
BR-ZC-05-101		05/06/05	149	Fiona Way	Deck
BR-ZC-05-102		05/06/05	815	Fifth Ave.	Fence
BR-ZC-05-103		05/09/05	312	Brunswick St.	Renovation
BR-ZC-05-104		05/09/05	312	Brunswick St.	Demolition
BR-ZC-05-105		05/09/05	312	Brunswick St.	Parking Spaces
BR-ZC-05-106		05/09/05	312	Brunswick St.	Sediment/Erosion Control
BR-ZC-05-107		05/09/05	218	Petersville Rd.	Auto Shop
BR-ZC-05-108		05/13/05	815	Fifth Ave.	Shed
BR-ZC-05-109		05/13/05	708	B St., East	Addition
BR-ZC-05-110		05/13/05	9	Sheridan Ln.	Deck

<u>ZC#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-05-111		05/13/05	525	Brunswick St.	Yard Sale Sign
BR-ZC-05-112		05/13/05	525	Brunswick St.	Yard Sale Sign
BR-ZC-05-113		05/18/05	123	Ninth Ave.	Demolition
BR-ZC-05-114		05/18/05	808	Sixth Ave.	Yard Sale Sign
BR-ZC-05-115		05/18/05	207	Fourth Ave.	Yard Sale Sign
BR-ZC-05-116		05/20/05	25	Jennifer Lynne Dr.	SFD
BR-ZC-05-117		05/20/05	33	Jennifer Lynne Dr.	SFD
BR-ZC-05-117R		06/25/05	33	Jennifer Lynne Dr.	Revised SFD
BR-ZC-05-118		05/20/05	7	Rick Michael Way, East	SFD
BR-ZC-05-119		05/20/05	24	Jeffrey Ln.	SFD
BR-ZC-05-119R		08/16/05	24	Jeffrey Ln.	Deck
BR-ZC-05-120		05/20/05	25	Jeffrey Ln.	SFD
BR-ZC-05-121		05/20/05	26	Jeffrey Ln.	SFD
BR-ZC-05-122		05/26/05	912	B St., East	Home Occupation/Resident Professional Office
BR-ZC-05-123		05/26/05	15	H St., West	Fence
BR-ZC-05-124		05/26/05	103	Galyn Dr.	Deck
BR-ZC-05-125		06/01/05	15	Brad Alan Dr.	Deck

<u> ZC#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-05-126		06/01/05	211	K St., East	Shed
BR-ZC-05-127		06/01/05	721	Brunswick St.	Deck
BR-ZC-05-128		06/02/05	8	Brad Alan Dr.	Fence
BR-ZC-05-129		06/02/05	1	Afton Ct.	Fence
BR-ZC-05-130		06/02/05	614	Maple Ave., North	Yard Sale Sign
BR-ZC-05-131		06/02/05	13	Potomac St., West	Temporary Signs
BR-ZC-05-132		06/03/05	29	Jeffrey Ln.	SFD
BR-ZC-05-133		06/03/05	27	Jeffrey Ln.	SFD
BR-ZC-05-134		06/08/05	8	Seventh Ave.	Replacement of Porch
BR-ZC-05-135		06/09/05	19	Sheridan Ln.	Enclosed Porch and Deck
BR-ZC-05-136		06/09/05	20	Virginia Ave., North	Shed
BR-ZC-05-137		06/09/05	306	Central Ave.	Shed
BR-ZC-05-138		06/20/05	7	Terrace Ave.	Fence
BR-ZC-05-139		06/20/05	153	Fiona Way	Deck
BR-ZC-05-140		06/20/05	31	Jeffrey Ln.	SFD
BR-ZC-05-141		06/20/05	32	Jennifer Lynne Dr.	SFD
BR-ZC-05-142		06/20/05	30	Jennifer Lynne Dr.	SFD

<u> 2C#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-05-143		06/20/05	26	Jennifer Lynne Dr.	SFD
BR-ZC-05-144		06/20/05	200	Galyn Dr.	SFD
BR-ZC-05-145		06/20/05	33	Jeffrey Ln.	SFD
BR-ZC-05-146		06/20/05	35	Jeffrey Ln.	SFD
BR-ZC-05-147		06/22/05	1044	Orndorff Ct.	Shed
BR-ZC-05-148		06/22/05	120	Fiona Way	Deck
BR-ZC-05-148R		08/16/05	120	Fiona Way	Deck (revision)
BR-ZC-05-149		06/22/05	913	D St., East	Enclosed Porch
BR-ZC-05-150		06/22/05	111	Fourth Ave.	Renovations
BR-ZC-05-151		06/22/05	814	Second Ave.	Home Office
BR-ZC-05-152		06/25/05	813	Fifth Ave.	Fence
BR-ZC-05-153		06/25/05	913	C St., East	Attached Garage
BR-ZC-05-154		06/25/05	713	Park Ave.	Renovation
BR-ZC-05-155		06/25/05	813	Fifth Ave.	Renovation
BR-ZC-05-156		06/25/05	206	F St., East	Home Occupation
BR-ZC-05-157		06/25/05	411	Ninth Ave.	Renovations
BR-ZC-05-158		07/11/05	302	C St., West	Deck

<u> 2C#</u>	Tax ID #	Date	Street Address	Improvement/Use
BR-ZC-05-159		07/11/05	1200 Maple Ave., North	Existing Non-Conforming Use
BR-ZC-05-160		07/11/05	20 H St., West	Deck
BR-ZC-05-161		07/11/05	17 Sheridan Ln.	Deck
BR-ZC-05-162		07/12/05	826 Brunswick St.	Deck
BR-ZC-05-163		07/12/05	125 Fiona Way	Deck
BR-ZC-05-164		07/12/05	604 Potomac St., West	Renovation
BR-ZC-05-165		07/12/05	8 Rick Michael Way	Deck
BR-ZC-05-166		07/15/05	615 Sixth Ave.	Yard Sale
BR-ZC-05-167		07/15/05	508 Second Ave.	Demolition
BR-ZC-05-168		07/15/05	512 Brunswick St.	Renovations
BR-ZC-05-169		07/18/05	1042 Orndorff Ct.	Home Occupation
BR-ZC-05-170		07/18/05	912 E St., East	Replacement of roof
BR-ZC-05-171		07/18/05	116 Fiona Way	Deck
BR-ZC-05-172		07/18/05	8 Rick Michael Way	Fence
BR-ZC-05-173		07/18/05	112 First Ave., North	Demolition
BR-ZC-05-174		07/21/05	508 Second Ave.	Dumpster
BR-ZC-05-175		07/21/05	28 Jennifer Lynne Dr.	SFD

<u>zc#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-05-176		07/21/05	34	Jennifer Lynne Dr.	SFD
BR-ZC-05-177		07/21/05	202	Galyn Dr.	SFD
BR-ZC-05-178		07/21/05	204	Galyn Dr.	SFD
BR-ZC-05-179		07/21/05	2	Jennifer Lynne Dr.	SFD
BR-ZC-05-180		07/21/05	6	Jennifer Lynne Dr.	SFD
BR-ZC-05-181		07/21/05	8	Jennifer Lynne Dr.	SFD
BR-ZC-05-182		07/22/05		Center St.	Storm Drain Repair
BR-ZC-05-183		07/22/05	111	Fourth Ave.	Deck
BR-ZC-05-184		07/25/05	2	Jeffrey Ln.	Fence
BR-ZC-05-185		07/25/05	2	Jeffrey Ln.	Deck
BR-ZC-05-186		07/25/05	209	Thirteenth Ave.	Addition/Deck
BR-ZC-05-186R		08/22/05	209	Thirteenth Ave.	Addition/Deck Revision
BR-ZC-05-187		07/27/05	45	F St., East	SFD
BR-ZC-05-188		07/28/05	118	Fiona Way	Fence
BR-ZC-05-189		07/28/05	120	Fiona Way	Fence
BR-ZC-05-190		07/28/05	116	Fiona Way	Fence
BR-ZC-05-191		07/28/05	17	Sheridan Ln.	Retaining wall

<u>zc#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-05-192		07/29/05	6	H St., West	Yard Sale Sign
BR-ZC-05-193		08/03/05	221	Pepperidge Pl.	Yard Sale Sign
BR-ZC-05-194		08/03/05	126	Potomac St., West	Yard Sale Sign
BR-ZC-05-195		08/04/05	143	Fiona Way	Deck
BR-ZC-05-196		08/04/05	32	E St., East	Home Occupation
BR-ZC-05-197		08/04/05	709	A St., East	Accessory Structure/Pool
BR-ZC-05-198		08/04/05	4	Jennifer Lynne Dr.	SFD
BR-ZC-05-199		08/04/05	111	Fiona Way	Deck
BR-ZC-05-200		08/04/05	1	Terrace Ave.	Renovations
BR-ZC-05-201		08/04/05	11	Fiona Way	Deck
BR-ZC-05-202		08/04/05	11	Fiona Way	Fence
BR-ZC-05-203		08/08/05	26	F St., East	Deck
BR-ZC-05-204		08/11/05	13	Wenner Dr.	Yard Sale Sign
BR-ZC-05-205		08/15/05	5	G St., West	Yard Sale Sign
BR-ZC-05-206		08/16/05	218	Cummings Dr.	Accessory Structure
BR-ZC-05-207		08/19/05	181	Fiona Way	Deck
BR-ZC-05-208		08/19/05	123	Fiona Way	Deck

<u>ZC#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-05-209		08/24/05	10	Delaware Ave., South	Yard Sale Sign
BR-ZC-05-210		08/29/05	605	H St., East	Yard Sale Sign
BR-ZC-05-211		08/29/05	1	Evan Ct.	Interior Conversion to Garage
BR-ZC-05-212		08/29/05	35	Jeffrey Ln.	Unenclosed Deck
BR-ZC-05-213		08/29/05	200	Galyn Dr.	Unenclosed Deck
BR-ZC-05-214		08/29/05	3	Evan Ct.	Demo Parking Lot
BR-ZC-05-215		08/29/05	29	Sheridan Ln.	Unenclosed Deck
BR-ZC-05-216		08/29/05	3	Evan Ct.	SFD
BR-ZC-05-217		08/29/05	1	Jennifer Lynne Dr.	SFD
BR-ZC-05-218		08/29/05	3	Jennifer Lynne Dr.	SFD
BR-ZC-05-219		08/29/05	10	Jennifer Lynne Dr.	SFD
BR-ZC-05-220		08/29/05	12	Jennifer Lynne Dr.	SFD
BR-ZC-05-221		08/29/05	14	Jennifer Lynne Dr.	SFD
BR-ZC-05-222		09/01/05	605	Central Ave.	Yard Sale Sign
BR-ZC-05-223		09/02/05	109	Fifth Ave.	SFD
BR-ZC-05-224		09/08/05	525	Brunswick St.	Yard Sale Sign
BR-ZC-05-225		09/08/05	206	Wintergreen Ln.	Yard Sale Sign

<u> ZC#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-05-226		09/08/05		Rt. 17 & Souder Rd.	Signage
BR-ZC-05-227		09/08/05	214	Delaware Ave., North	Fence
BR-ZC-05-228		09/08/05	15	B St., West	Renovations
BR-ZC-05-229		09/08/05	221	Pepperidge Pl.	Renovations
BR-ZC-05-230		09/09/05	20	C&O Canal Towpath, Eas	WWTP Expansion and Upgrade
BR-ZC-05-231		09/16/05	204	Tamarack Way	Yard Sale Sign
BR-ZC-05-232		09/19/05	16	Jeffrey Ln.	Fence
BR-ZC-05-233		09/19/05	20	Jeffrey Ln.	Fence
BR-ZC-05-234		09/19/05	29	Virginia Ave., North	Deck
BR-ZC-05-235		09/19/05	10	Afton Ct.	Shed
BR-ZC-05-236		09/19/05	41	I St., West	Shed
BR-ZC-05-237		09/19/05	119	Fiona Way	Home Occupation
BR-ZC-05-238		09/28/05	511	D St., East	Waterline Replacement
BR-ZC-05-239		09/28/05	932	Maple Ave., North	Home Occupation
BR-ZC-05-240		09/28/05	167	Fiona Way	Fence
BR-ZC-05-241		09/28/05	102	Potomac St., West	Temporary Use
BR-ZC-05-242		09/28/05	124	Seventh Ave.	Renovations/Demolition

<u> ZC#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-05-243		09/28/05	710	Second Ave.	Addition
BR-ZC-05-244		09/28/05	938	Maple Ave., North	Fence
BR-ZC-05-245		09/28/05	119	Fifth Ave.	Yard Sale Sign
BR-ZC-05-246		10/03/05	9	Jennifer Lynne Dr.	SFD
BR-ZC-05-247		10/03/05	7	Jennifer Lynne Dr.	SFD
BR-ZC-05-248		10/03/05	16	Jennifer Lynne Dr.	SFD
BR-ZC-05-249		10/03/05	5	Jennifer Lynne Dr.	SFD
BR-ZC-05-250		10/04/05	21	I St., West	Yard Sale Sign
BR-ZC-05-251		10/06/05	167	Fiona Way	Deck and Patio
BR-ZC-05-252		10/06/05	16	Jeffrey Ln.	Deck
BR-ZC-05-253		10/07/05	20	Jeffrey Ln.	Deck
BR-ZC-05-254		10/07/05	122	Fiona Way	Deck
BR-ZC-05-255		10/07/05	215	Tamarack Way	Renovations
BR-ZC-05-256		10/07/05	314	D St., East	Deck
BR-ZC-05-257		10/07/05	1	Rick Michael Way	Deck
BR-ZC-05-258		10/11/05	411	Ninth Ave.	Renovations
BR-ZC-05-259		10/11/05	108	H St., East	Deck/Renovations

<u> ZC#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-05-260		10/19/05	222	Galyn Dr.	SFD
BR-ZC-05-261		10/19/05	220	Galyn Dr.	SFD
BR-ZC-05-262		10/19/05	224	Galyn Dr.	SFD
BR-ZC-05-263		10/19/05	226	Galyn Dr.	SFD
BR-ZC-05-264		10/19/05	232	Galyn Dr.	SFD
BR-ZC-05-265		10/19/05	10	Fiona Way	Fence.
BR-ZC-05-266		11/03/05	612	H St., East	Home Occupation
BR-ZC-05-267		11/03/05	816	A St., East	Shed
BR-ZC-05-267R		12/01/05	816	A St., East	Revision to Shed Footprint
BR-ZC-05-268		11/04/05	116	Orndorff Dr., West	Home Occupation
BR-ZC-05-269		11/04/05	116	Orndorff Dr., West	Home Occupation
BR-ZC-05-270		11/04/05	408	F St., East	Addition
BR-ZC-05-271		11/04/05	86	Wenner Dr.	Shed
BR-ZC-05-272		11/04/05	52	Wenner Dr.	Fence
BR-ZC-05-273		11/04/05	326	Brunswick St.	Fence
BR-ZC-05-274		11/17/05	10	Delaware Ave., South	Shed
BR-ZC-05-275		11/17/05	210	K St., East	Fence

<u>ZC#</u>	Tax ID #	Date	Stre	et Address	Improvement/Use
BR-ZC-05-276		11/17/05	316	Brunswick St.	Fence
BR-ZC-05-277		11/17/05	203	Maple Ave., South	Accessory Structure / Propane Tank
BR-ZC-05-278		11/28/05	183	Fiona Way	Deck
BR-ZC-05-279		12/01/05	2-4	Potomac St., West	Substitution of Past Use
BR-ZC-05-280		12/01/05	806	Fifth Ave.	Interior Renovations
BR-ZC-05-281		12/01/05	403	Maple Ave., North	Interior and Exterior Renovations
BR-ZC-05-282		12/08/05	808	Fifth Ave.	Fence
BR-ZC-05-283		12/08/05	11	B St., East	Interior Renvoations
BR-ZC-05-284		12/29/05	11	Jennifer Lynne Dr.	SFD
BR-ZC-05-285		12/29/05	239	Galyn Dr.	SFD
BR-ZC-05-286		12/29/05	117	Fiona Way	Deck
BR-ZC-05-301R		07/18/05	310	D St., East	Deck

TABLE 2--City of Brunswick Subdivision Activity for 2005

<u>File #</u>	Tax ID #	Plan Name	Plat Type	Area	Zoning	Lots	Status
BR-AP-04-02-AP	25-472217	Lot 2 Add to Lot 1	Addition Plat	5,469 SF	B-3	1	Approved
BR-AP-05-01	25-469615, 25-478614, 25-468848	Addition to Hopwood Prop., LLC	Addition Plat	89,746 SF	I-1	1	Pending
BR-PUD-03-01-PIII-PP	25-489055, 25-489047, 25-480511	Brunswick Crossing Preliminary Plan	Prel. Plan	455.7 AC	R-1, R-2, RS, OS	1,505	Approved

TABLE 3--City of Brunswick Site Plan Activity for 2005

File #	Tax ID #	Plan Name	Stre	et Address	Plan Type	Area	Zoning	Status
BR-SP-05-01-SP	25-476379	City of Brunswick Elevated Storage	501	K Street, East	Site	4.5 AC	R-1	Approved
BR-SP-03-04-CP2	25-468848	Brunswick Self- Storage		Walnut St.	Concept	1.16 AC	I-1	N/A
BR-SP-03-03-SP-REV	25-479165	Revised Site Plan 84 Lumber Retail	203	Maple Ave., South	Site	12.39 AC	I-2	Approved
BR-SP-95-01-05R	25-475119	Sports Complex- Proposed Athl.	210	13th Ave.	Site	24,000 SF	os	Approved
BR-PUD-01-SP-RA	N/A	Galyn Manor - Recreation		Galyn Dr.	Site	2,684 SF	R-1	Pending
BR-SP-03-04-SP	25-469615, 25-478614, 25-468848	Hopwood Enterprises	604	Walnut St.	Site	2.06 AC	I-1	Pending
BR-SP-85-01-REV-1	25-479025	Brunswick Shopping Center	52	Souder Rd.	Site	8.81 AC	GC	Pending

TABLE 4--City of Brunswick Improvement Plan Activity 2005

File #	Tax ID #	Plan Name	Street Address	Zoning	Status
BR-IP-05-01-IP	N/A	East Potomac St. SS Improvements	East Potomac Street	N/A	Approved
BR-PUD-01-P2-LSEC-1	N/A	Galyn Manor Lots 168-172, 182-201 & 262-276	Galyn Dr., Jeffrey Ln., & Rick Michael Way	R-1	Approved
BR-PUD-03-01-OSI	N/A	12" Water Main Extension	N/A	N/A	Pending
BR-SP-01-01-IP	25-472810	Fields Property Lot 16, Blk 15	824 B St., East	R-1	Pending
BR-SP-01-04-IP-AB	N/A	Lots 1-5, Blk 6 East D St. (As-Builts)	D St., East	R-1	Pending
BR-SP-02-03-IP-AB	N/A	DRB Lots 163-171 (As-Builts)	Brunswick St.	R-1	Pending
BR-SP-02-04-IP-AB	N/A	DRB Lots 131-133 & 177-181 (As-Builts)	Brunswick St.	B-3	Pending
BR-SP-04-04-IP	25-476298	WWTP Expansion & Upgrade	20 C&O Canal Towpath, East	OS	Approved

TABLE 5--City of Brunswick Use and Occupancy Permit Activity for 2005

Table Not in Use for 2005

TABLE 6--City of Brunswick Text Amendment Activity 2005

Document Name	Status
Code of Ordinances Water & Sewer Amendment, Sec. 4-2202	Approved (Ord. 430)
Out of Sequence Master Plan AmendmentRequest to Initiate the Process (Addition of Heart of the Civil War Heritage Area)	Pending (Res. 05-16 to proceed approved by M&C)
Out of Sequence Master Plan AmendmentRequest to Initiate the Process (Deletion of a Proposed Street Extension)	Pending (Res. 05-17 to proceed approved by M&C)
Street & Alley System	Approved (Ord. 428)
Subdivision Regulations Art. 2 (Sec. 2.3)	Approved (Res. 05-01, Ord. 424)
Subdivision Regulations Art. 3 (Sec. 3.4)	Approved (Res. 05-01, Ord. 425)
Subdivision Regulations Art. 4 (Sec. 4.4)	Approved (Res. 05-01, Ord. 426)
Subdivision Regulations Art. 5 (Sec. 5.2)	Approved (Res. 05-01, Ord. 427)

Document Name	Status
Zoning Ordinance Art. 18 (Sec. 18.6)	Approved (Res. 05-01, Ord. 420)
Zoning Ordinance Art. 19 (Sec. 19.6)	Approved (Res. 05-01, Ord. 421)
Zoning Ordinance Art. 21 (Sec. 21.5, 21.6, 21.7, 21.8, 21.9, 21.10)	Approved (Res. 05-01, Ord. 422)
Zoning Ordinance Art. 24 (Sec. 24.3, 24.8, 24.11)	Approved (Res. 05-01, Ord. 423)
Zoning Ordinance Art. 4	Approved (Res. 05-01, Ord. 416)
Zoning Ordinance Art. 5 (Sec. 5.7, 5.8, 5.12, 5.13)	Approved (Res. 05-01, Ord. 417)
Zoning Ordinance Art. 6 (Sec. 6.3)	Approved Res. 05-01, Denied Ord. 418
Zoning Ordinance Art. 7 (Sec. 7.3, 7.4, 7.5)	Approved (Res. 05-01, Ord. 419)

TABLE 7--City of Brunswick Board of Appeals Activity for 2005

Case #	Tax ID #	Applicant	Location	Request Type	Zoning	Status
DOA OF O1 V	OE 460040	Hanwood Proportion II C	Walnut Street	Variance	1.4	Donding
BOA-05-01-V	25-468848	Hopwood Properties, LLC	Walnut Street	Variance	I-1	Pending

TABLE 8--City of Brunswick Public Works Agreement Activity 2005

File #	Tax ID #	Name	Туре	Status
BR-IP-03-02-PWA	N/A	Lot 260 (East F Street)	Water Main & Assoc. Paving	Approved
BR-PUD-01-P2-LSEC-1-PWA	N/A	Galyn Manor, Phase 2	Individual Lot SEC	Approved

TABLE 9--City of Brunswick Deed of Easement Activity 2005

File #	Tax ID #	Name	Type	Status
BR-AP-04-02-AP	25-472217	Brandywine LLC Prop.	Joint Use & Maintenance	Pending
BR-SP-04-02	25-464710	Bruns. Middle School	SWM	Approved
BR-SP-04-02	25-464710	Bruns. Middle School	Water Meter	Approved
BR-PUD-03-01-OSI-DOE1	25-465288	Coop Off-site Water Main	Water Main	Approved
BR-SP-02-05-DOE	25-487095	DRB	Joint Use & Maintenance	Approved
	N/A	Off Site Water Main	Water	Pending
BR-SP-04-04-IP-DOE-AP	25-476298	WWTP Expansion and Upgrade	Electrical Lines (Allegheny Power)	Approved
BR-SP-04-04-IP-DOE-SWM	25-476298	WWTP Expansion and Upgrade	SWM	Approved

TABLE 10--City of Brunswick Guarantees of Improvement 2005

File #	Tax ID #	Name	Type	Status
BR-PUD-01-P2-LSEC-1	N/A	Galyn Manor, Phase 2	Individual Lot SEC L168- 172,182-201,262-276	Approved
BR-IP-03-02-PWA	N/A	Lot 260 (W-1)	Water	Approved
BR-IP-03-02-PWA	N/A	Lot 260 (W-1)	Road	Approved

TABLE 11--City of Brunswick Entrance Permit Activity 2005

Entrance Permit #	Tax ID #	Date	Street Address
BR-EP-05-01		01/22/05	107 Galyn Dr.
BR-EP-05-02		01/22/05	6 Jeffrey Ln.
BR-EP-05-03		01/22/05	8 Jeffrey Ln.
BR-EP-05-04		01/22/05	10 Jeffrey Ln.
BR-EP-05-05		01/22/05	4 Rick Michael Way, East
BR-EP-05-06		01/22/05	2 Jeffrey Ln.
BR-EP-05-07		01/22/05	9 Jeffrey Ln.
BR-EP-05-08		01/22/05	7 Jeffrey Ln.
BR-EP-05-09		02/26/05	14 Jeffrey Ln.
BR-EP-05-10		02/26/05	16 Jeffrey Ln.
BR-EP-05-11		02/26/05	17 Jeffrey Ln.
BR-EP-05-12		02/26/05	9 Rick Michael Way, East
BR-EP-05-13		02/26/05	112 Galyn Dr.
BR-EP-05-14		02/26-05	114 Galyn Dr.
BR-EP-05-15		02/26/05	116 Galyn Dr.
BR-EP-05-16		02/26/05	118 Galyn Dr.
BR-EP-05-17		02/26/05	120 Galyn Dr.
BR-EP-05-18		02/26/05	2 Rick Michael Way, West
BR-EP-05-19		02/26/05	119 Galyn Dr.
BR-EP-05-20		02/26/05	117 Galyn Dr.
BR-EP-05-21		02/26/05	115 Galyn Dr.
BR-EP-05-22		02/26/05	113 Galyn Dr.

Entrance Permit #	Tax ID #	Date	Street Address
BR-EP-05-23		02/26/05	111 Galyn Dr.
BR-EP-05-24		02/26/05	109 Galyn Dr.
BR-EP-05-25		03/21/05	5 Rick Michael Way, East
BR-EP-05-26		03/21/05	3 Rick Michael Way, East
BR-EP-05-27		03/21/05	1 Rick Michael Way, East
BR-EP-05-28		03/30/05	23 Jennifer Lynne Dr.
BR-EP-05-29		04/11/05	21 J St., West
BR-EP-05-30		04/11/05	27B D St., East
BR-EP-05-31		04/11/05	27A D St., East
BR-EP-05-32		05/02/05	21 Jennifer Lynne Dr.
BR-EP-05-33		05/02/05	22 Jennifer Lynne Dr.
BR-EP-05-34		05/02/05	27 Jennifer Lynne Dr.
BR-EP-05-35		05/02/05	24 Jennifer Lynne Dr.
BR-EP-05-36		05/02/05	29 Jennifer Lynne Dr.
BR-EP-05-37		05/04/05	18 Jeffrey Ln.
BR-EP-05-38		05/04/05	20 Jeffrey Ln.
BR-EP-05-39		05/04/05	22 Jeffrey Ln.
BR-EP-05-40		05/04/05	19 Jeffrey Ln.
BR-EP-05-41		05/04/05	21 Jeffrey Ln.
BR-EP-05-42		05/04/05	23 Jeffrey Ln.
BR-EP-05-43		05/09/05	312 Brunswick St.
BR-EP-05-44		05/20/05	25 Jennifer Lynne Dr.
BR-EP-05-45		05/20/05	33 Jennifer Lynne Dr.
BR-EP-05-46		05/20/05	7 Rick Michael Way, East
BR-EP-05-47		05/20/05	24 Jeffrey Ln.

Entrance Permit #	Tax ID #	Date	Street Address
BR-EP-05-48		05/20/05	25 Jeffrey Ln.
BR-EP-05-49		05/20/05	26 Jeffrey Ln.
BR-EP-05-50		06/03/05	29 Jeffrey Ln.
BR-EP-05-51		06/03/05	27 Jeffrey Ln.
BR-EP-05-52		06/20/05	31 Jeffrey Ln.
BR-EP-05-53		06/20/05	32 Jennifer Lynne Dr.
BR-EP-05-54		06/20/05	30 Jennifer Lynne Dr.
BR-EP-05-55		06/20/05	26 Jennifer Lynne Dr.
BR-EP-05-56		06/20/05	200 Galyn Dr.
BR-EP-05-57		06/20/05	33 Jeffrey Ln.
BR-EP-05-58		06/20/05	35 Jeffrey Ln.
BR-EP-05-59		07/21/05	28 Jennifer Lynne Dr.
BR-EP-05-60		07/21/05	34 Jennifer Lynne Dr.
BR-EP-05-61		07/21/05	202 Galyn Dr.
BR-EP-05-62		07/21/05	204 Galyn Dr.
BR-EP-05-63		07/21/05	2 Jennifer Lynne Dr.
BR-EP-05-64		07/21/05	6 Jennifer Lynne Dr.
BR-EP-05-65		07/21/05	8 Jennifer Lynne Dr.
BR-EP-05-66		07/27/05	45 F St., East
BR-EP-05-67		08/04/05	4 Jennifer Lynne Dr.
BR-EP-05-68		08/29/05	3 Evan Ct.
BR-EP-05-69		08/29/05	1 Jennifer Lynne Dr.
BR-EP-05-70		08/29/05	3 Jennifer Lynne Dr.
BR-EP-05-71		08/29/05	10 Jennifer Lynne Dr.
BR-EP-05-72		08/29/05	12 Jennifer Lynne Dr.

Entrance Permit #	Tax ID #	Date	Street Address
BR-EP-05-73		08/29/05	14 Jennifer Lynne Dr.
BR-EP-05-74		09/02/05	109 Fifth Ave.
BR-EP-05-75		10/03/05	9 Jennifer Lynne Dr.
BR-EP-05-76		10/03/05	7 Jennifer Lynne Dr.
BR-EP-05-77		10/03/05	16 Jennifer Lynne Dr.
BR-EP-05-78		10/03/05	5 Jennifer Lynne Dr.
BR-EP-05-79		10/19/05	222 Galyn Dr.
BR-EP-05-80		10/19/05	220 Galyn Dr.
BR-EP-05-81		10/19/05	224 Galyn Dr.
BR-EP-05-82		10/19/05	226 Galyn Dr.
BR-EP-05-83		10/19/05	232 Galyn Dr.
BR-EP-05-84		12/29/05	11 Jennifer Lynne Dr.
BR-EP-05-85		12/29/05	239 Galyn Dr.

TABLE 12--City of Brunswick Temporary Dumpster Permits for 2005

_	Name	Location	Zoning District
•	Price, Chris	Maple Ave., North	R-1
	Emery, Keith and Marilyn	A St., East	R-1
	Clark, Robert	Fourth Ave.	R-1
	Emery, Keith and Marilyn	A St., East	R-1
	Nicastro, Sal	B St., East	R-1
	Hardy, Jack	Virginia Ave., North	R-1
	Smith, Craig	First Ave., North	R-1
	Brown, Keith	First Ave., North	R-1
	Spinks, Kelly	Maple Ave., North	R-1
	Appleton, Steve	Seventh Ave.	R-1
	Campbell, Mike	Fifth Ave.	R-1

TABLE 13--City of Brunswick Right-of-Way/Obstruction Permits 2005

R/W Obst Permit #	Date	Street Address
BR-UP-05-01	01/22/05	H St. & Gum Springs
BR-UP-05-02	01/24/05	Gum Springs
BR-UP-05-03	01/24/05	H St. & Gum Springs
BR-UP-05-04	02/07/05	Maple Ave., South
BR-UP-05-05	04/11/05	D St., East
BR-UP-05-06	06/27/05	J St., West
BR-UP-05-07	07/27/05	F St., East
BR-UP-05-08	09/15/05	F St., West (for 21 West J St.)
BR-UP-05-09	09/15/05	J St., West
BR-ZC-05-10	11/16/05	Fifth Ave.

TABLE 14--City of Brunswick Guidelines/Policy/Procedure Activity 2005

Document Name	<u>Status</u>
Board of Appeals Submission Schedule Policy (2006)	Approved BOA
Hazard Mitigation Plan	Approved BPc and M&C (Res. 05-04)
Planning Commission Submission Schedule Policy (2006)	Approved BPc
Public Improvement/Construction Plans Administrative Approval Process	Approved
Well/Septic Repair/Abandonment Request Procedures	Approved M&C